

MINUTES OF THE FIFTH FDD CAREER SERVICE BOARD MEETING

14 March 1957

All members were present.

25X1A

25X1A

25X1A [redacted] recommended [redacted] for the Elementary French Reading Course and [redacted] for the French Applied Translation Course starting 1 April for ten weeks. The Board approved.

FDD examination results:

25X1A

[redacted] h, A-
German, D (incomplete)
, B-

Foreign-language aptitude test results:

25X1A

[redacted]
Category 3
" 3
" 3
" 5
" 4
" 4
" 5
" 6

FDD personnel scheduled for foreign-language aptitude tests in April:

25X1A

25X1A

[redacted] will give a lecture on Russian Aspects and Verbs of Motion on Tuesday, 19 March at 1600 hours.

25X1A

[redacted] of OTR will give a lecture on Languages and Linguistic Problems of the Indian Sub-Continent on 8 April. [redacted] will attend.

25X1A

25X1A

[redacted] scheduled to attend the Basic Supervision Course, 8-19 April for GS-9s through GS-11s.

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25X1A

[REDACTED] scheduled to attend the Communist Party, Organization, and Operations Course on 26 April.

25X1A
25X1A

25X1A

[REDACTED] announced that [REDACTED] will replace [REDACTED] who is going on maternity leave 22 March, in the Message Center.

The Chairman suggested that requests for approval for FDD personnel studying on their own for credit under the 5% quota do not come through the FDD Career Service Board but instead through the Training Officer

25X1A [REDACTED] recommended and the Board approved of [REDACTED] for the Indonesian course.

25X1A

25X1A Upon inquiry from [REDACTED] regarding the typing course, [REDACTED] replied that OTR was shorthanded on instructors at the present time.

25X1A

The Chairman reported that the Career Council is reviewing those applicants in a deferred Category B status every six months. [REDACTED] was brought up for review on a 6 months' basis and in the light of the preceding difficulties, it was recommended that he remain in Category B for another six months.

25X1A

25X1A [REDACTED] was accepted in the Career Staff but resigned on 1 March.

25X1A [REDACTED] were nominated for the position of assistant to [REDACTED] OTR.

25X1A [REDACTED] plans to accept [REDACTED] on a transfer to [REDACTED] for the West Coast Bureau about 1 May. No objection by the Board.

25X1A

25X1A

25X1A The [REDACTED] reports they are exceedingly happy with [REDACTED] who is doing a magnificent job and Contact Division is recommending he be accepted as a regular employee.

25X1A

25X1A

25X1A Out of the five applicants interviewed by [REDACTED] for the Administrative Assistant position in the [REDACTED] consisting of four from other offices of DD/I and one from FDD, the FDD employee was selected by the Board to fill the vacancy. The Secretary of the Board was to give [REDACTED] the good news as a decision of the CSB.

25X1A

25X1A The Board was informed that [REDACTED] who is replacing [REDACTED] in Admin will handle all administrative service type work, non-personnel, and [REDACTED] will handle the personnel aspects.

25X1A

As a matter of information, the following promotions were received:

25X1A



GS-3 to GS-4
GS-3 to GS-4
GS-9 to GS-11
GS-9 to GS-11
GS-7 to GS-9

The Board recommended and the Chairman approved the following promotions:

25X1A



GS-3 to GS-4
GS-5 to GS-7
GS-9 to GS-11

25X1A

[REDACTED] reviewed Career Preference Outlines for [REDACTED]
who expressed satisfaction with present assignment, and [REDACTED]
who desires an overseas assignment in the future.

25X1A

[REDACTED]

Secretary

25X1A